

Executive Registry

24-1509/1

THE WHITE HOUSE

WASHINGTON

April 17, 1984

Dear Mr. Casey:

STAT This letter is in follow-up to my letter of April 5, 1984. I am pleased to write that the President will be able to join you for the groundbreaking ceremony for the addition to the CIA headquarters in Washington.

The groundbreaking ceremony has been entered on the President's schedule for May 24, 1984 at 11:00 a.m. Nearer the date, Mr. William Henkel, Special Assistant to the President and Director of Advance, will contact you about the arrangements for this appearance by the President.

The President's acceptance of this invitation should not be announced to anyone until official notification is given by the White House Press Office, and any public announcement of this event must be coordinated with that office.

You should be aware that certain physical facility requirements exist for any Presidential appearance. The costs associated with these requirements are generally the responsibility of the host and are summarized on the attached list.

If you wish to alter the current plans for this event in any way, such as changing any part of the format, the location, the participants, or the attire, please direct your request for the proposed change to the Office of Presidential Appointments and Scheduling.

With best wishes,

Sincerely,



FREDERICK J. RYAN, JR.
Director, Presidential
Appointments and Scheduling

The Honorable William J. Casey, Director
Central Intelligence Agency
Washington, D.C. 20505